



## Managed Risk Medical Insurance Board

1000 G Street, Suite 450

Sacramento, CA 95814

(916) 324-4695 FAX: (916) 327-6245

[www.mrmib.ca.gov](http://www.mrmib.ca.gov)

## JOB OPPORTUNITY BULLETIN

*Join an exciting, fast-paced, and highly visible office!  
Close to Bus Routes, Light Rail, & Parking Garages*

**One Limited -Term 24 Month/Full-Time Position**

**MAY BECOME PERMANENT**

**Location: Downtown Sacramento**

**Staff Programmer Analyst (Specialist)**

**Position Number: 443-300-1581-003**

**Monthly Salary: \$5,065 - \$6,466**

**or**

**Associate Programmer Analyst (Specialist)**

**Position Number: 443-300-1579-003**

**Monthly Salary: \$4,619 - \$5,897**

**Refer to Job ID#09-ADM**

**Final Filing Date: November 24, 2010**

### **General Statement of Duties:**

Under the general direction of the Chief Information Officer, the incumbent independently performs programming and analytical tasks, and provides program analysts technical direction on projects that are complex in nature and broad in scope.

Although the Board's focus is on health programs, expertise in programming for health services research, is desirable, but not mandatory. This position requires the ability to analyze, design, develop, and maintain a large relational database management systems (RDBMS) including the encounter and claims data collected from Healthy Family Program (HFP) CHIP ProPay for Federally Qualified Health Clinics and Rural Health Centers.

### **Essential Qualifications:**

1. Strong SAS programming experience in data management, statistical analysis, data manipulation, extraction, and interpretation.
2. Knowledge of SAS programming including macros, data mining, statistical modeling, online analytical processing (OLAP), or strong transferable programming skills in PL/SQL or MS SQL Server.
3. Effectively communicate orally and in writing with management, co-workers, vendors, and the public.
4. Prior experience working with FTP portals, Flat Files, moving data across platforms.
5. Ability to multi-task and meet deadlines.
6. Strong computer skills, including experience with Microsoft Word, Excel and Access.
7. Maintain good working habits and adhere to all policies and procedures.
8. Demonstrate the ability to work independently as well as a member of a team.
9. Ability to follow written and verbal directions.

10. Have excellent attendance and reliability.

**Other Expectations:**

1. Demonstrates commitment to maintaining a work environment free from discrimination and sexual harassment.
2. Demonstrates commitment to performing duties in a service-oriented manner.
3. Strong analytical and database programming skills.
4. Prior background knowledge and experience in research, statistics, finance or economics is a plus but not a requirement.
5. Demonstrate the ability to work independently and creatively on complex or sensitive issues.
6. Demonstrate the ability to coordinate and communicate with others with varying levels of programming and information systems knowledge while promoting productivity, accuracy and teamwork.
7. Ability to analyze situations and take effective action using initiative, resourcefulness and good judgment.

**Who May Apply:**

Individuals who have status in these classifications, list, transfer or reinstatement eligibility may apply. Only the most qualified candidates will be interviewed. Duty statements will be written accordingly to match the duties of the position. Hire may be restricted to SROA or surplus state employees. Interested parties should submit a Std. 678, State Application (available at [www.spb.ca.gov](http://www.spb.ca.gov)). **IN THE EXPLANATIONS SECTION YOU MUST LIST THE JOB ID #09-ADM, THE POSITIONS #443-300-1581-003 or 443-300-1579-003 AND THE BASIS OF ELIGIBILITY. FOR LIST ELIGIBLE CANDIDATES, ATTACH YOUR EXAM RESULTS. Send to:**

**Managed Risk Medical Insurance Board  
1000 G Street, Suite 450  
Sacramento, CA 95814  
Attn: Julia Tribble – Personnel**

**Applications must be RECEIVED in the Personnel Office by 5:00 p.m. on the Final Filing Date: November 24, 2010.**

If you have questions regarding this information, please contact Julia Tribble at (916) 327-2322.

*Equal Employment Opportunity Employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.*